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**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, February 25, 2014, at the Juan de Fuca Local Area Services Building,
3 – 7450 Butler Road, Otter Point, BC**

PRESENT: L. Paterson (Chair), C. Bennett, A. Boquist, V. Braunschweig, K. Douch,
S. Jorna, M. Kimmel, P. Sloan
Staff: R. Hamilton, Parks & Recreation Manager; J. Klassen, Local Area
Planning Manager; E. Taylor, Planner; S. Joslin, Realty Services;
W. Miller, Recorder
OTHER: Director M. Hicks
ABSENT: W. Vowles (Alternate Director)
PUBLIC: 0

The meeting was called to order at 3:00 p.m.

1. Approval of the Agenda

The following addition was made to the agenda:

7. m) Juan de Fuca Community Trails Society Recreational Hike Program

MOVED by Commissioner Boquist, **SECONDED** by Commissioner Douch that the agenda be approved as amended. **CARRIED**

2. Adoption of the Minutes from the Meeting of January 7, 2014

MOVED by Commissioner Jorna, **SECONDED** by Commissioner Douch that the minutes from the meeting of January 7, 2014 be adopted. **CARRIED**

3. Chair's Report

No report.

4. Director's Report

No report.

5. Presentations/Delegations

a) Active Transportation Innovative Infrastructure Funding Opportunity

E. Taylor spoke to the program accepting applications to advance the goals identified in the Pedestrian and Cycling Master Plan. It was advised that there is a maximum of \$500,000 available to municipalities and electoral areas from the UBCM Federal Gas Tax Transfer Agreement. Local governments can submit two proposals up to a maximum of \$75,000 per proposal (75% of project costs). It was further advised that the deadline for submissions has been extended to April 18.

E. Taylor spoke to general restrictions, confirming that land acquisition is not an eligible expense. Surveying is an eligible expense. It was advised that projects need to be completed by March 31, 2015 and that remaining project costs (25%) can include services in kind.

Commission member suggestions included:

- bridge at Becher Bay Park
- bike racks/comfort facilities at transit stops/community parks
- child traffic safety education
- surveying of western portion of Wieland Road
- design/advertisement of hiking/biking tours promoting community trail system
- improved highway signage promoting trails
- booklet promoting all trails/parks in the region

R. Hamilton advised that he will submit applications for the Becher Bay Park proposal and Wieland Road surveying.

6. Staff Reports

a) Staff News

2014 Parks and Recreation Program Budget

R. Hamilton advised that, due to a decrease in 2014 tax assessments, the 2014 requisition has been reduced by \$7,900. Reductions in both the park and recreation program budgets were made to cover this shortfall.

R. Hamilton advised that he will be meeting with the General Manager to discuss the timeframe for the new service bylaw. Director Hicks advised that the decrease in tax assessments has impacted other budgets and that it is anticipated that the new service bylaw will be in place for the 2015 budget.

Mount Matheson Community Trail Development

The final route for the new community trail will be mapped by GPS by March 4. Contract will be tendered following an assessment of final design and location requirements.

Seagirt Ponds Preservation Society Draft Stewardship Strategy

Following presentation of the strategy by the Society on January 7, R. Hamilton advised that he forwarded feedback to the Society on January 15 including the request for a site visit this spring. R. Hamilton briefly summarized the roles and responsibilities of the Society and the CRD as outlined under the stewardship agreement.

A Commission member forwarded support for individual site management plans. R. Hamilton advised that stewardship strategies can be reviewed for consistency with the Commission's Strategic Park Plan. A site management plan can be prepared in concert with the stewardship strategy. It was advised that removal of yellow iris is considered urgent.

Official Opening

Official opening of the Juan de Fuca Local Area Services Building is scheduled for March 4 from noon to 2:00 p.m.

Trans Canada Trail Link

A site visit with CRD Regional Parks planners is scheduled for Friday, February 28. Link will connect Sooke Hills Regional Park to Wrigglesworth Lake Park to the Trans Canada Trail. Trans Canada Trail segment anticipated to be opened in 2017.

7. Correspondence

- a) Juan de Fuca Community Trails Society – Support for Sheringham Point Lighthouse Preservation Society/Heritage Designation
- b) Island Vacation Homes – Support for Sheringham Point Lighthouse Preservation Society/Heritage Designation
- c) John Horgan, MLA – Support for Sheringham Point Lighthouse Preservation Society/Heritage Designation
- d) Shirley Women’s Institute – Support for Sheringham Point Lighthouse Preservation Society/Heritage Designation
- e) Residents (x2) – Support for Sheringham Point Lighthouse Preservation Society/Heritage Designation
- f) Mary Brown – Support for Sheringham Point Lighthouse Preservation Society/Heritage Designation
- g) Caroline Larsen – Support for Sheringham Point Lighthouse Preservation Society/Heritage Designation
- h) C. Winsby – Support for Sheringham Point Lighthouse Preservation Society/Heritage Designation
- i) Outdoor Club of Victoria – Support for Sheringham Point Lighthouse Preservation Society/Heritage Designation
- j) Chuck and Colleen Minten – Support for Sheringham Point Lighthouse Preservation Society/Heritage Designation
- k) Friends of Seagirt Ponds Preservation Society – Quarterly Inspection Report
- l) Friends of Coppermine Park Society – Quarterly Inspection Report
- m) Juan de Fuca Community Trails Society Recreational Hike Program

The Chair received the correspondence.

8. Unfinished Business

a) **Disposition of Sheringham Lighthouse Lands**

Further to the resolution made on January 7, R. Hamilton advised that following the January meeting with Director Hicks, Alternate Director Vowles, General Manager Larisa Hutcheson and Realty Senior Manager Stephen Henderson, he met with Stephen Henderson and Simon Joslin (Realty) to discuss next steps. It was advised that the CRD does not support entering into a co-ownership arrangement with the Sheringham Point Lighthouse Preservation Society but that a 60 year management agreement with the Society can be supported.

Director Hicks spoke to an email submitted prior to meeting start by the Society outlining the Society's position to work with all parties to ensure protection and preservation of the lighthouse lands and structure. The submission summarizes the Society's position for not supporting a lease option.

Commission comment was forwarded acknowledging that the submission was received prior to communication of the option of entering into a 60 year co-management agreement.

MOVED by Commissioner Jorna, **SECONDED** by Commissioner Braunschweig that the Commission send a letter to the Sheringham Point Lighthouse Preservation Society requesting that the Society endorse the cooperative management proposal as set out in the draft Memorandum of Understanding dated October 2013 subject to a 60 year

management term and resume discussions with CRD staff for purposes of finalizing the MOU. **CARRIED**

b) Admiral John Charles Property

J. Klassen advised that a family member is exploring subdivision of the land.

Commissioner Jorna advised that \$12,000 has been donated to the Juan de Fuca Community Land Trust Society to support purchase of the Admiral's Forest.

c) Subdivision Referral S-05-12 (Brown's Mountain, Port Renfrew)

d) Long Term Trail Program

Item to be considered at the March regular meeting. With the East Sooke and Shirley/Jordan River Official Community Plans under review, there will be opportunity to engage the communities regarding trail identification and connectivity. This information can be collected for future update of the Strategic Plan.

At this time, it was advised that the lands held by Three Point Properties in Port Renfrew have been sold. The MOU outlining the requirement for a park plan for the development area runs with the land.

9. New Business

It was advised that mail routed through Canada Post is now directed to Vancouver for sorting and back to the island for delivery. In view of this service change and to meet package distribution deadlines, Commission members agreed to receiving meeting packages by email. Paper copies will be made available at meetings.

10. Public Question Period

11. Next Meeting

March 25, 2014

12. Adjournment

The meeting adjourned at 4:50 p.m.

Louise Paterson, Chair

Wendy Miller, Recorder